

Community Development Monthly Status Report
Brian Foucht, Community Development Director
November, 2021

A. Community Development Administration

- 1) Development Review Committee (DRC) during the month of October was fairly quiet and included:
 1. Establish a path to secure historic resource monitoring for Casa Rosa renovation
 2. JJ Burger Design Review; accept plans and schedule PC meeting in December
 3. 10 Franklin Street – deferred improvement and building permits (review ongoing)
 4. Business License and inspection/sign off process (develop step by step guide) - ongoing
 5. Building Permit process (develop a package of information for applicants) – ongoing
 6. Special Events Permits for 2022: were approved in October and street closure approval scheduled for November 16.
 7. Short Term Rental Permit procedures completed. Implementation programming will now begin.

Building Dept., IWORQs and planning staff continue to update the City’s permit management system (IWORQ) to better reflect standard and legally required procedures for accepting, reviewing, and implementing entitlements for development and use of land and buildings.

In addition, I will propose a Zoning Ordinance amendment that eliminates the need for a Conditional Use Permit for large and small family day care uses and residential care homes in accordance with Health and Safety Code amendments that occurred in 2020 and earlier (HSC Sections 1597.40; 1597.42; 1597.45(b); and 1568.0831.)

- 2) Accessory Dwelling Unit: Work on the ADU ordinance progressed, and Planning Commission review was scheduled and completed. City Council conducted a public hearing and completed a first reading of the Ordinance on October 19. Second reading will occur on November 16.

B. Community Development and Planning Program

- 3) SB2 Grant: the City has received \$160,000 to update the 2000 Specific Plan that identifies specific development objectives for the “The Alameda” corridor between Highway 156 and the De-Anza Trail. This contract was executed in July of this year. Don and I conducted a kick – off meeting with consultants, EMC Planning, on July 6, 2021. This week, EMC Planning Group submitted an updated scope of work, incorporating provisions for collaboration and coordination with other City planning programs and a definitive community engagement program.
- 4) LEAP Grants: the City has received \$60,000 to update the City’s Accessory Dwelling Unit and Inclusionary Housing Ordinance.
 - a) ADU Ordinance – completed - see above.

b) Inclusionary Housing Ordinance – Staff and our consultant continue to review of the ordinance currently in effect. Key topics include the manner in which the inclusionary requirement is determined, and the tenure of units to be subject to the ordinance.

- 5) Cal-Trans Sustainable Cities Grant, \$183,000 to develop an Active Transportation Plan (pedestrian /bicycle trail) through the City to the De Anza Trail that connects its history and public amenities for those traveling by foot or bike. An RFP has been sent to prospective consultants and the deadline for responses is November 5. The selection process is expected to conclude in early December.
- 6) A first meeting of the UGB committee is scheduled for November 10. The SB-2 Grant specific plan, the City’s water supply project, RHNA determination, the Housing Element, transportation improvements and community character will be considerations in determining an appropriate boundary.

C. Economic Development Program

- 7) Throughout the summer, the City Manager initiated an effort to piece together a “whole cloth” San Juan Bautista economic development program. On October 19, The City Council authorized staff to formulate a Citizens Advisory Committee for Economic Development. Formation of that standing committee is proposed to occur on November 16. San Benito County EDC staff have started attending business forum meetings and will continue efforts to create a resource-based bridge to the local business community. Planning for a presentation by the Governors Office of Business and Economic Development occurred in October.
- 8) As the economy continues to evolve in response to viral threats and vaccination rates, vaccination rates, the City Manager and I have discussed various ways to strengthen our resilience. A comprehensive, multifaceted local approach will be able to build upon the organized approaches developed at the outset of the pandemic.

On September 21 Mayor Jordan requested that staff place an item for discussion on the October 19 agenda regarding selection of broad based standing Citizens Advisory Committee to the City Council for matters related to economic and business development.

- 9) A final draft parklet design guideline has been completed in October, reviewed by the Planning Commission on November 2 and the City Council on November 16.